



2009 NSW RURAL AND REMOTE CLINICAL TEAM LEADERSHIP PROGRAM IMPLEMENTATION PLAN

DATE	ACTION REQUIRED	PROGRAM DAYS	PROFILE TOOL	FACILITATION / ALS
April 2009	EOI for participants – global email	6 workshop days		
22 May	Applications close Manager sign off required for AHS participants			
5 June 30 June	Applicants selected and notified Contact with each participant & Manager to welcome, answer any queries. Information provided including pre-reading, calendar, dates, Team Management Systems Profiling		Information given Rationale explained Participants asked to provide rating details	IRCST Facilitator IRCST, AHS, RACGP, ACRRM, RDN, Div GP
1 – 12 July 2–3 hrs per wk	Pre reading Profiling		Rating details submitted & link forwarded	IRCST Facilitator
13/14 July 16 hours	Participants are flown to Sydney for face to face workshop days	Workshop Day 1 <ul style="list-style-type: none"> • Introductions • Overview • Folders • Expectations • Clinical Governance • Practice Development • Values Clarification Workshop Day 2 <ul style="list-style-type: none"> • Leading & Managing • Leadership styles • Communication • Learning styles • Workplace culture • TMS information given 	Trouble-shooting Needs analysis	IRCST & AHS Facilitators lead Interactive Action Learning Sets in small groups ALS 1 with AHS co-facilitation

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15 July – 9 Aug 2-3 hrs per week	Participants to do Team Effectiveness Survey, TMS profile, and be working through module / portfolio activities		Profiling ratings to be completed	Fortnightly teleconferences with IRCST Facilitator
10/11 Aug 16 hours	Participants are flown to Sydney for face to face workshop days	Workshop Day 3 <ul style="list-style-type: none"> • Reflective practice • Coaching & facilitation • Quality projects • Stakeholder analysis Getting organised Workshop Day 4 <ul style="list-style-type: none"> • 360 degree profiling • Team building • Action Learning Sets 		Facilitator leads ALS 2 in small groups with AHS co-facilitation 360 degree individual coaching
12 – 30 Aug 2 – 3 hrs per week	Portfolio of evidence Participants to be working through module / portfolio activities, to undertake values clarification with their team, commencing development plans .			Self paced learning activities – Distance Education supported by IRCST facilitated teleconferences, SKYPE
31 Aug / 1st September 2 – 3 hrs per week	Participants are flown to Sydney for face to face workshop days	Workshop Day 5 Clinical Practice Improvement Training Workshop Day 6 Presentation Skills	360 degree Profile feedback sessions	CPI Training – walk through examples, clarify process as needed Facilitator leads ALS 3 in small groups with AHS co-facilitation 360 degree & CPI Individual coaching
2 - 30 September 2-3 hrs per week	Preliminary project work / preparation Portfolio			Fortnightly teleconferences / SKYPE

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1 – 15 October 2 – 3 hrs per week	CPI Project proposals reviewed Portfolio			IRCST Facilitator doing site visits on a road trip Facilitated on site ALS 4
16 – 30 October 2 – 3 hrs per week	Participants to have commenced CPI project work with their team Portfolio			Portfolio discussions AHS Facilitators act as back up liaison for IRCST Facilitator for portfolio or CPI troubleshooting
November	Participants commence project implementation. Portfolio			IRCST Facilitator teleconferencing fortnightly Project planning finalisation – checklist, aims statement
December	Participants to be finalising projects Portfolio			AHS Facilitators act as back up liaison for IRCST Facilitator for portfolio or CPI troubleshooting
January 2010	Projects to be completed end January Portfolios nearing completion			
February 2010	Participants to write up projects Portfolios submitted			AHS Facilitators act as back up liaison for IRCST Facilitator & links to AHS
March 2010	Participants flown to Sydney for Showcase Day Graduation and Celebration	Presentations to Executive Committee IRCST		Advanced Diploma
March 2010	Evaluation of Program and report			Facilitator / IRCST / CEC
PARTICIPANT HOURS	86 HOURS DISTANCE EDUCATION	56 HOURS FACE TO FACE WORKSHOP TIME		TOTAL HOURS = 142

IRCST Facilitator funded by IRCST 0.6FTE = deliver the program utilising the CEC CTLP course content

AHS Facilitators (GSAHS, GWAHS, HNEAHS, NCAHS) funded by IRCST 0.1 FTE to attend workshop days in Sydney x 6 (travel and accommodation) plus back up liaison person for IRCST Facilitator and link to AHS.